

ACCESS for ELLs®

	Explanation
ACCESS for ELLs®	1. ACCESS for ELLs® is the English Language Proficiency test used by schools/districts in New Hampshire to determine the proficiency level of English Learners (ELs) on a yearly basis in each domain (listening, speaking, reading, and writing).
	2. Proficiency in English is attained when an EL reaches an overall composite score of no less than 5.0 <u>and</u> each domain score (listening, speaking, reading and writing) of no less than 4.0.
	3. The testing window for the ACCESS test is in January and February each year. Exact dates are posted annually on the Important Dates calendar on the ACCESS website (http://tiny.cc/13gja)
Who can administer the ACCESS test?	4. Only certified ESOL teachers; certified teachers or professional staff (i.e., Guidance) who <u>actively</u> work with ELs on a <u>regular</u> basis, or; Alternate IV candidates who <u>actively</u> take ESOL classes and <u>regularly</u> work with ELs in a school setting may administer the ACCESS test. Those who are eligible must take and pass the ACCESS for ELLs® training and obtain ACCESS certification. Please e-mail Susan Morgan at Susan.Morgan@doe.nh.gov to receive an id and password.
	5. Anyone who is eligible and has obtained ACCESS certification but is not a certified ESOL teacher must be under the direct supervision of a certified ESOL teacher. The certified ESOL teacher is responsible for testing and test results.
	6. The ACCESS certification training and quizzes are found on the WIDA website (www.wida.us) and may be taken at any time. The training and quizzes must be taken every 3 years to remain certified to administer the ACCESS test. The speaking portion of the training should be reviewed each year just before testing takes place. A score of 80% is needed in each section of the ACCESS training course to become a certified ACCESS test administrator.
	7. District Administrators are responsible for ensuring that <u>only</u> those who are eligible (see above) and are certified to administer the ACCESS for ELLs® English language proficiency test are allowed to do so.
Training	8. Training videos on the WIDA site are available to illustrate how ACCESS tests should be administered. Please view at least one of these videos before administering the test.
	9. Face-to-Face training will be presented in the fall of each school year at no cost by the NHDOE. This training is not mandatory but is strongly suggested for new teachers.
	10. Training dates will be posted on the Training calendar found on the ACCESS website (http://tiny.cc/13gja).